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30 March 1956

MEMORANDUM FOR: Training Liaison Officers (for distribution)

SUBJECT: Spring Language Training Program

REFERENCE: TR Catalog of Courses No. 100-1, December 1954

1. This memorandum announces language training programs beginning during Spring, 1956, within the Agency. These are in addition to those announced in Memorandum for Training Liaison Officers, dated 3 January 1956.

2. All applicants are required to complete the following actions prior to OTR consideration of applications:

a. Interview with staff member of the Language and External Training School (LETS/TR). (Excepted are persons who are continuing previous training in OTR.)

b. Language Aptitude Testing (Appointments may be made by calling extension)

c. Proficiency and placement testing (by interview or scheduled test). (This applies to all persons who are beginning OTR training at other than beginning level.)

d. Consideration of application by Qualifications Review Panel (for beginning intensive training).

3. Interested persons should contact their Training Liaison Officer. Additional information may be obtained from Referenced Catalog or by calling extension []

4. The following language classes are offered and will be conducted if enrollment is adequate. Applications must be received by LETS/TR before any person will be admitted to class. Classes meet during normal duty hours unless otherwise stated; laboratory drill may be done at the convenience of the student. The language laboratory (Room 2132, "I" Building) is open on all working days from 0700 to 2000 hours, and on Saturdays from 1000 to 1400 hours.

Beginning 9 April 1956:

<u>Course</u>	<u>Weeks Duration</u>	<u>Class Hours Per Week</u>	<u>Lab Hours Per Week</u>
Elementary Spoken French (Phase I)	10	10	12
Elementary Spoken French (Phase II)	10	6	9
Intermediate Spoken French (Phase III)	10	6	9
Intermediate Spoken French (Phase IV)	10	6	9

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<u>Course</u>	<u>Weeks Duration</u>	<u>Class Hours Per Week</u>	<u>Lab Hours Per Week</u>
Semi-Intensive Elementary German	10	10	15
Elementary Spoken Greek (Phase II)	10	3	*
Advanced Greek	10	4 ³ / ₄	*
Elementary Spoken Italian (Phase I)	10	10	12
Elementary Spoken Italian (Phase II)	10	6	9
Elementary Italian Reading	10	4	*
Intermediate Italian Reading	10	4	*
Elementary Romanian Reading	10	4	*
Elementary Spoken Spanish (Phase)	10	10	12
Elementary Spoken Spanish (Phase II)	10	6	9
Elementary Spanish Reading	10	4	*

* Outside preparation as indicated by instructor.

Intensive Courses:

Elementary Spoken Persian, 2 April to 28 September 1956
 Elementary Spoken Turkish, 4 June to early December 1956


 Acting Director of Training

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